



*State of Minnesota*  
***Department of Human Services***

Community Supports for Minnesotans with Disabilities  
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**Annual Progress Report - Year 3 (February 1, 1999 - January 31, 2000)**  
**Minnesota's Self Determination Project - Robert Wood Johnson Foundation Grant # 031177**

**Overview**

The third year of Minnesota's Self Determination Project continued operationalizing Year Three Project frameworks. Education, system redesign and the development of individually controlled resources continued to be the focus of activities and contracts. Regional differences across local project sites provided opportunities for a variety of methodologies to be piloted. Project frameworks were strengthened through collaboration with consumers, families, providers, advocates and community members. Such collaborative efforts assisted to promote self determination principles and to yield measurable outcomes. Year Three also focused on statewide outreach and fine tuning of methodologies to prepare for their use outside Project counties.

**Consumer Characteristics**

As of January 31, 2000, 756 consumers are Project participants. (Note: Dakota County added 625 people on January 3, 2000.) There are 600 additional consumers who have been positively impacted by self determination philosophy and methodologies, although they have chosen not to be part of a formal project. The number of consumers interested in self determination exceeded Project expectations for the third year of operation. TABLE 1 contains general consumer characteristic information

TABLE 1 - Consumer Characteristics

Number of consumers	Age Range	Living Arrangement	Support Level	Where Supports Provided	How Supports Provided
756	1 -70 years	-Family foster home -Shift staff foster -Family home -ICF/MR -Own apartment/home	-Semi-independent -Moderate -High	-Home, -Businesses, -Schools -Work environments (includes DT&H)	-Informal/generic -Licensed providers -Community services -Medicaid, state, county, and personal funds

**REPORT QUESTIONS**

**1. What are the Project's objectives and how has the Project met them in this year?**

Goal # 1: Improve management and administration of services

**Objective:** 1a: Provide local entities responsibility for local resources and implications for their use

**Progress Status:** Medicaid waiver amendments that promote self determination were approved by HCFA in December 1997. Local project sites have been assisting consumers to individualize and direct their own supports through use of the amendment provisions. Technical assistance for implementing creative support options is on-going. A self determination focus group, the Future's Initiative, has initiated legislation that supports consumer-directed supports.

**Objective 1 b:** Develop service approaches to meet the needs of the geographic area being served

**Progress Status:** Person centered planning facilitators are available to meet individual consumer planning needs. Project sites have developed and implemented education plans specific to identified local issues.

**Objective 1c:** Increase incentives for people to remain in local communities

**Progress Status:** Medicaid waiver amendments approved by HCFA in December 1997 promote individualized supports building on local community resources. All local project sites are working with providers to support consumer choice to live and work in the community the consumer chooses. A housing workgroup has developed strategies for promoting consumer controlled housing and developed a housing handbook. Efforts to decrease public guardianship have strengthened person centered relationships promoting community connections.

**Objective 1d:** Support local communities to analyze and expand capacity to meet the needs of local citizens

**Progress Status:** Project counties have assessed their available resources to meet needs. Activities outlined in Objectives 1b and 1c support this objective. Local project sites implemented action plans that are focused on building community supports. Such efforts were based on the generic strengths of the community and building self sufficiencies at the local level. See Table 3 for site specific activities.

**Objective 1e:** Increase competition among service providers and choice of service providers

**Progress Status:** Project counties have promoted the development of non-traditional support options. The state and local project sites have provided consumer focused training and self determination information to providers and state provider organizations. Provider organizations are developing strategies to focus on customer service. A consumers reports guide that profiles providers has been disseminated.

**Goal # 2:** Improve service financing and design

**Objective 2a:** Provide for and support individual resource allocation and choice

**Progress Status:** Each local site has developed methodologies for creating and implementing individual budgets. Computer software is being developed to assist with budget tracking. Employer of record options have been developed and implemented. A resource allocation tool is being piloted.

**Objective 2b:** Support individuals and families who are controlling their own resources

**Progress Status:** Local project counties are using self advocacy agencies to promote consumer education. Individualized assistance is being provided to each project consumer. A consumer handbook "Finding the Support You Need", which provides a "consumer friendly" format to address employer/employee relationship issues, has been completed and is being utilized. A Blue Earth County publication. "It's My Life" provides a reference for planning and managing supports

**Objective 2c:** Develop and implement a rational means for resource allocation

**Progress Status:** A resource allocation tool is being piloted The Project System Redesign Workgroup continues to work on strategies for funding flexibility and addressing access and equitability issues

**Objective 2d:** Integrate all expenditures into single budgets for flexibility and efficiency

**Progress Status:** Local sites have developed accounting systems to separately track funding streams, although funding for supports appear seamless to the consumer. Consumers know their support costs and are active participants in budget development. The Project System Redesign Workgroup is collecting and analyzing statewide data to develop an action plan for pooling resources. Blue Earth and Olmsted counties terminated their participation in the managed care demonstration project.

**Objective 2e:** Develop methods and support to transition from obsolete services

**Progress Status:** Stakeholders, focus groups and steering committees representing provider and consumer organizations are working on transition strategies. On-going education and training sessions are key components for promoting consumer-directed supports.

**Objective 2f:** Develop a basic package of services for all persons with developmental disabilities

**Progress Status:** Objective discontinued and approved as per Don Shumway's November 30, 1998 written correspondence. Project staff, consumers and stakeholders viewed this objective as creating a "one size fits all" service system. A focus on activities that promote a more individualized, seamless and simple process for determining supports was determined to be a greater benefit.

**Objective 2g:** Support greater innovation and benefit in work and other day programs

**Progress Status:** The Medicaid MR/RC Waiver amendments approved in December 1997 increased flexibility for individualized supports. Work and day providers participated on advisory/steering groups to develop ideas for consumer-directed supports. Contracting processes were changed to increase options for consumers to hire supports from their employer rather than a traditional vocational provider.

### **Goal # 3: Improve access to services**

**Objective 3a:** Increase equity in access and resources for persons with similar needs

**Progress Status:** A resource allocation tool is being piloted. The Project system redesign workgroup continues to work on strategies for funding flexibility and addressing access and equity issues. The Project contracted with the University of Minnesota to provide a formative evaluation. One area of the evaluation will focus on the impact of resource allocation on consumers. This information is available in the evaluation, which is one of the products included with this year's report.

**Objective 3b:** Increase access to and resources for culturally appropriate services

**Progress Status:** Cultural specific needs are being addressed at the local project sites through individualized person centered planning. A Cultural Competency checklist was developed.

**Objective 3c:** Provide for local experimentation with expanded eligibility

**Progress Status:** The completion criteria for this objective was changed and approved November 30, 1998 through written correspondence from Don Shumway. Report 1 from the University of Minnesota evaluation found that Minnesota's Self Determination Project design and methodologies are transferable to additional disability groups.

**Objective 3d:** Establish an ethical basis for access decisions

**Progress Status:** Objective discontinued and action approved as per Don Shumway's November 30, 1998 written correspondence. The Project System Redesign Workgroup will continue to address equity and access issues through Project Year 3.

**Goal #4: Improve quality assurance and monitoring**

**Objective 4a:** Design locally based systems of quality assurance with consumer and family input within guidelines established by federal and state governments

**Progress Status:** Project sites have developed and are implementing quality assurance plans. See Table 3 for individual project site activities.

**Objective 4b:** Make choice and control an integral part of the definition of quality

**Progress Status:** Project quality frameworks and action plans promote consumers defining quality and satisfaction for themselves based on choices made. Each local project site has incorporated choice and control as part of all planning and supports activities. The contracted evaluation provided additional direction in this area.

**Objective 4c:** Link quality assurance systems with quality improvement support services

**Progress Status:** The second year of state consolidated standards implementation was completed. Local project sites have utilized The Council on Quality and Leadership's personal outcomes from Minnesota's Performance Based Contracting (PBC) Initiative. Local site evaluation protocols include quality improvement. The Region 10 Quality Assurance Initiative has implemented a tool that involves consumer input for defining individual quality as well as the overall service delivery system.

**Goal #5: Redesign Roles**

**Objective 5a:** Renegotiate and redesign traditional roles of governmental administrative employees as necessary to achieve project goals

**Progress Status:** Local project sites are providing extensive training, mentoring, and support for changing case management roles. Blue Earth and Olmsted counties have developed a single individual service plan which supports redesign. The state CSMD division revised its mission and vision to focus on self determination as a philosophy for all division work.

**Objective 5b:** Establish appropriate support systems to assist local entities, consumers, families and service providers to fulfill new roles

**Progress Status:** Education activities at the local project level and input from consumer organizations have yielded direct service round table discussions, the development of support action plans, and implementation of public relation plans. The development of computerized tracking systems, handbooks, and consumer guides have provided support. The frameworks for peer mentoring were developed and are to be implemented in Project Year 3.

**Objective 5c:** Evaluate project implementation and outcomes to refine project as needed

**Progress Status:** Stakeholders, workgroups, consumer organizations, and contracted evaluation activities provide feedback on regular intervals throughout the Project. The University of Minnesota evaluation completed Report 1 covering the period from February 1997 through August 1998 and Report 2 covering the period August 1998 through August 1999.

TABLE 2 provides a status report on Project tasks and time lines.

TABLE 3 provides information on state and local project site activities supporting the Project goals and objectives.

**2. Have any internal problems been encountered during this year that are related to the Project's design, collaborations, staffing, operations, or other Project factors?**

Changes in project support staff at the state and county level moderately impacted Project progress. In Olmsted County, changes in leadership during the three years of the Project hindered implementation of some changes. In September, administration and project links were improved and progress activities were enhanced in the areas of accessing consumer support grant funds, developing checking accounts, improving contracting procedures, and enhancing service coordination options.

State division leadership, division reorganization, and project support staff experienced reassignments in Project Year Three. Delays caused by the transitions are viewed as temporary and affected system redesign work, but not education or the development of individualized budgets.

Two project sites' self determination activities built on collaboration with Minnesota's Managed Care Demonstration Project. Delays in that demonstration project caused delays for those local sites. Areas impacted included implementing a funding assessment/allocation tool, developing partnerships with some providers, determining rate capitations, and pooling funding streams. Although delays impacted methodologies used to meet objectives, Self Determination Project objectives were met within the three year time line. Counties involved in the Managed Care Demonstration Project withdrew from the project in December. Changes realized through participation in Self Determination are unaffected by this decision. Area partnerships remain strong and work on an allocation tool continues.

Dakota County reports difficulty in creating a common understanding about self-determination among case managers. The main source of information about Client Driven Support is still case managers, although Arc and other families have served as a conduit. Because the county could not administratively handle more than 50 new participants at a time, they have not done further communication with 1200+ clients.

**3. Are there problems or successes caused by factors external to the Project?**

Categorical funding streams, which could be considered external factors both at the state and federal level, create barriers for consumers to purchase supports in a simple manner. For example, funding and rules related to ICFs/MR prevent people who live in them to freely access funding for that service. Gaining legislative support for system redesign is a slow process. Issue prioritizing from a political perspective is an external factor that can impede progress. The Self Determination Project is working with consumers, provider organizations and other stakeholders to plan and support legislative proposals and to educate communities. Project site stakeholder groups are committed to system redesign and are analyzing rules, regulations, and funding streams to determine if they impede self determination, and what changes should be made to support self determination.

Promoting self determination philosophy and methodologies in the public school system has been difficult. Development of single, coordinated service plans continues to be a challenge when many disciplines try to come together to support a person. Local Project sites began joint training sessions with school personnel to develop working relationships and promote self determination. This activity will continue in Project Year Three.

The Region 10 Quality Assurance Initiative tool has created a greater awareness of person centered thinking. Although this initiative is a regional effort, it has positively influenced Project work. Licensed and non-licensed, informal supports are evaluated based on the values of people being supported and what they want.

Provider licensing reform promoted provider involvement in person centered planning and outcome based service provision which supports self determination philosophy. Implementation of the Consumer Support Grant in Olmsted County has been a positive option that has allowed individuals and families to develop individualized budgets and receive monthly cash grants to implement planned supports.

As referenced in question 2 above, Olmsted and Blue Earth Counties experienced delays in activities linked to the managed care demonstration project. These delays created the need to revise materials and work plans.

**4. If you are working in collaboration with other organizations, or depend on other organizations or institutions to meet the objectives of this Project, how are those relationships working?**

The State and local Project sites partnership has been viewed as a positive relationship. Each local project site has emphasized collaborative efforts with local stakeholders, businesses and community organizations. These efforts continued to support education, information dissemination, and legislation into the second year of the Project.

Dakota County's collaborative efforts with Southview Bank, where consumer voucher checking accounts have been established, Dakota County Provider Training Networks, Arc Suburban, People's Rights Group, People First Suburban, and Mankato Rehabilitation Center, have developed positive results to support consumers in unique and creative ways.

Olmsted and Blue Earth Counties' work with People First and the local Arc has created opportunities to reach people outside of the typical social service network. Arc of Blue Earth and Nicollet became sponsors of People First in January of 2000. The building of community connections has yielded employer of record options, self advocacy training and conference planning. Collaborative work with licensed providers has increased an awareness to focus on consumer centered businesses and not "people management".

In Olmsted County, A new collaborative effort was started in June of 1999 with several community forums on self determination. As a result a new Community Self Determination Workgroup, composed of advocated, family members, people receiving services, government employees, providers, friends, and conservators, was formed to focus on continuing the efforts toward systems change that began with the RWJ grant.

In Blue Earth County, collaboration with a grassroots group interested in arts for people with disabilities has resulted in a long range goal of offering art as a vocational option as creating relationships between artists with and without disabilities. An art show is scheduled for spring 2000.

The seven county metro group that published the Consumer's Guide to Services functioned smoothly. Local Arcs have been willing to take on an even greater role as an information source for clients.

**5. Have there been any **key** dissemination activities during the past year?**

As reflected in the Bibliography, information dissemination has taken several forms. State and local project staff met regularly with community groups, presented at conferences, and provided information to citizen groups, boards and councils. Communications and public relations activities have emphasized understanding and applying self determination principles. Updates on system changes are included in Olmsted County's quarterly newsletter.

Presentation and meeting experiences this past year have yielded valuable information. Because people have had limited experience with self determination, the Project found that a variety of dissemination methodologies is key to creating an in-depth understanding of role changes, consumer-directed supports, risk and informed decision making.

**6. Does the Project **have other** sources of support?**

Local project sites and community project supports have exceeded projected expectations. Consumer self advocacy groups, stakeholders, families, and community organizations have volunteered approximately 3,500 person-hours to support project activities. At the local project sites, consultation time and assistance and financial support from county departments not directly involved with the Project exceeded expectations.

Non-project counties such as Freeborn and Hennepin actively supported self determination by attending self determination meetings, sharing ideas and discussing regional issues.

**7. What are your plans for the Project next year?**

With the end of the project, CSMD's work will continue to focus on education, system redesign, and promoting consumer choice and control. State and local advisory groups, workgroups and steering committees will assist to develop action plans and methodologies to address challenges. Planning for statewide implementation will be a

priority. As part of this planning, target areas include technical assistance, education, incentives to promote self determination, state departments and local coordination and collaboration, quality assurance and system redesign to make self determination methodologies standard practice for Minnesotans with disabilities. Olmsted County will continue to implement individualized budgets, planning focused on individuals, and educating people consumer drive supports. Those efforts will be coordinated through the Community Self Determination workgroup. The Blue Earth County project director has returned to having a caseload, but has been given authority to work on self determination initiatives as applicable and will continue to work with People First, assist with presentations and technical assistance, and represent the county at the system redesign task force. Dakota county will continue to fund the position originally supported by the RWJ grant. The county intends to continue to incorporate and streamline Client Driven Support processes to replace traditional processes, as well as to work with other departments to make this option available to people with other types of support needs.

8. Is there anything else you want to tell the Foundation?

The Project has been demonstrating that self determination methodologies and philosophy make a positive difference in consumers' lives by creating opportunities for consumers to have the freedom and authority to direct their supports. As consumers accept the benefits and risks for choices made, they become accountable for spending public money in ways that assure health and safety and that are life enhancing. Consumers and their support persons have limited experience with self determination. Changing roles, taking responsibility and approaching service delivery in new ways create challenges. The Project has learned that self determination is not an "all or none" approach, but a transition using informed decision making to live a chosen life.

Minnesota's Project work has created interest and become the foundation for non-project counties to develop self determination work plans and seek additional information and assistance to promote self determination in their regions. It has created an attitudinal shift that has resulted in across the board commitment to making improvements in the lives of people with disabilities.

The National Self Determination Project has created both an awareness for the need to change service delivery systems and provided a valuable opportunity for states to take system redesign action. As Self Determination Project participants, the Minnesota Department of Human Services, Blue Earth County, Dakota County and Olmsted County have implemented system redesign, education and individualized budget methodologies that would be transferable to all Minnesota counties. Counties plan to continue their efforts even after formal participation in the Project ends. Local advocacy groups are also committed to continuing their work.

Minnesota recommends that the Foundation continue to support communication and sharing information among interested states. Assisting individuals with disabilities from various states to share/communicate with each other would be valuable. The Self Determination Web-site has been helpful

In Olmsted County, the term "self determination" has received negative feedback. The term seems difficult for many to understand and is perceived to be unattainable by anyone, regardless of abilities. People in the area have begun to use the term "consumer driven support" instead. This term is more readily understood, viewed as being more attainable, and has resulted in everyone being more supportive

TABLE 2

## Minnesota's Self Determination Project Task and Time Line Status

Tasks	Quarter Activity Range	Year 3 Status (February 1, 1999 - January 31, 2000)
<b>Activity 1: Collect, modify and disseminate materials and educate stakeholders</b>		
Objective 1a: Design curriculum for stakeholder workshops/meetings	1	Completed 2nd quarter
Objective 1b: Conduct workshops for consumers, families, advocates and providers	2-4	On-going. Bibliography attached to annual reports
Objective 1c: Compile and modify materials for a resource kit	1-2	Principles, frameworks, tracking, PR completed 4th quarter. Resource kit areas identified and structure completed 7th quarter. Development of additional items is ongoing.
Objective 1d: Conduct workshops for consumers, families, advocates and providers	5-12	Workshops conducted throughout Year 3 in individual county project sites. See bibliography for specific sessions.
Objective 1e: Conduct annual conference for sites and other interested stakeholders	4, 8, 12	Mpls. was the site of the annual 1998 National Self Determination conference - 5th quarter. Statewide conference "Passport to the Future" held in 8th quarter. In Year 3, small regional training sessions held in lieu of annual conference.
<b>Activity 2: Local site implementation</b>		
Objective 2a: Identify and recruit a representative local advisory committee (Blue Earth and Olmsted)	1	Completed quarter preceding project start date
Objective 2b: Identify and recruit a representative local advisory committee (Dakota)	1	Completed
Objective 2c: Hire local project coordinator (Olmsted)	1	Completed prior to project start date
Objective 2d: Hire local project coordinator (Blue Earth and Dakota)	1	Completed
Objective 2e: Develop quality assurance framework	1-2	Completed 4th quarter
Objective 2f: Review allocation methodologies	1-2	Completed 3rd quarter
Objective 2g: Recruit initial group of consumers (n=6 to 20)	1-2	Completed - Total = 53
Objective 2h: Begin implementation with initial group of consumers	3-4	Completed
Objective 2i: Recruit second group of consumers (n=12 to 40)	4	Completed (first recruitment total exceeded expectation)
Objective 2j: Begin implementation with second group of consumers	5-8	Completed
Objective 2k: Recruit third group of consumers (n=12 to 40)	8	Completed - Project participants = 99. Additional consumers affected by self determination methodologies = 531
Objective 2l: Begin implementation with third group of consumers	9-12	Completed - Project participants = 756. Additional consumers affected: 600
Objective 2m: Conduct video conference across three project sites	2-12	None - Face to face meetings have been possible. Plan to use video conferencing in quarters 9-12 for consumer networking and MRRC Waiver training.



TABLE 2 (continued)

Tasks	Quarter Activity Range	Year 3 Status (February 1, 1999 - January 31, 2000)
<b>Activity 3: State level policy implementation and project management</b>		
Objective 3a. Identify and recruit a representative state advisory committee	1	Completed 1st quarter
Objective 3b. Conduct process evaluation	1-8	Formative evaluation with University of Minnesota -Report 1 completed 7th quarter. Report 2 completed.
Objective 3c: Work with HCBS waiver staff on changes to state waiver plan	1-2	Completed - HCFA approved amendments 4th quarter
Objective 3d: Hire state level project coordinator	1	Completed
Objective 3e: Review and approve functional support and assessment system	1-2	Funding and allocation tools piloted began 6th quarter. Individual counties piloting methodologies
Objective 3f: Create annual reports on project implementation	4, 8, 12	Completed 4th and 8 <sup>th</sup> quarter
Objective 3g: Create summary documentation of project implementation	12	Draft summary completed

**Table 3**  
**State and Local Site-Specific Activities Supporting Project Goals and Objectives**

**Goal # 1: Improve management and administration of services**

<b>Objectives</b>	<b>State</b>	<b>Blue Earth County</b>	<b>Dakota County</b>	<b>Olmsted County</b>
1a. Provide local entities responsibility for local resources and implications for their use	<ul style="list-style-type: none"> <li>-Pursued and received approval of MR/RC waiver amendments which give local entities responsibility to ensure that supports are consumer directed</li> <li>-Counties received training and technical assistance for implementing MR/RC waiver amendments</li> <li>-Provided or arranged for systems change/associated technical assistance to promote and permit creative use of funds at county level</li> <li>-Initiated a legislative plan to support consumer directed services and allow flexibility for monitoring, benefit portability, and decision making directed by consumer. Plan was removed from Department's legislative package prior to submission to Governor</li> </ul>	<ul style="list-style-type: none"> <li>-Developed local policies and procedures to meet requirements for waived service amendments implementation</li> <li>-Stakeholder group replaces advisory council-still providing guidance on how to use local resources and developing frameworks</li> <li>-Exploring waiver partnerships with Freeborn &amp; Sibley Co.</li> <li>- Beginning discussions regarding use of efficiency allocations with MR/RC waiver</li> </ul>	<ul style="list-style-type: none"> <li>-Protocols developed for implementing MR/RC waived service provisions</li> <li>-Consumer Directed Community Supports service implemented</li> <li>Identified protocol for use and implemented new waived Consumer Directed Consumer Support service; made available Consumer Support Grant to allow people to control state share of Medicaid home health funds</li> </ul>	<ul style="list-style-type: none"> <li>-Developing local policies and procedures to meet requirements for waived service amendments implementation</li> <li>-Received and utilizing efficiency MR/RC Waiver allocations</li> <li>-Policies and procedures for new waiver categories being used</li> <li>-Implemented allocation tool and individual budgets for all new waiver allocations and began transitioning all 204 waiver recipients to individual budgets</li> <li>-Implemented policies and procedures for new waiver amendments</li> </ul>

1b. Develop service approaches to meet the needs of the geographic area being served

- Project counties were able to access person centered planning facilitators to meet individual consumer planning needs
- Project counties made consumer education and assistance available to enhance self advocacy and promote self determination
- Service coordinators received training and support to assist consumers to arrange individualized supports and implement plans
- Self determination principles were used to support planning and implement change
- Options to increase provider availability were enhanced by development and approval of MR/RC waiver amendments

- Capacity for person centered planning facilitators expanded
- Self advocacy training sessions are on-going
- Advisory council assisting project
- Case managers meet regularly to discuss self determination and provide support and mentoring
- MR/RC waiver amendments yielded new approaches to support
- Vocational provider and community group to develop additional vocational alternatives
- People First group completed two years of organization, moving to sponsorship under Arc and hiring new advisor
- Additional training sessions held

- On-going consultation with People First organization to develop capacity for individualized supports
- Steering committee meets , regularly to provide direction
- Collaboration with Dakota County Provider Training Network and local Arc for person centered planning
- Collaboration with Southview Bank for implementation of consumer voucher accounts

- 70+ person centered planning facilitators available to meet geographic needs
- On-going work with People First sub-committees and Arc
- Provider education and feedback mechanisms implemented
- Building on generic community resources for supports
- Implementing a coordinated community plan for improving recruitment and retention of supports
- Focus groups held with local stakeholder groups to discuss self det. impact (facilitated: Marcie Brost)
- Collaboration with Eastwood Bank to implement voucher checking accounts
- Region 10 Quality Assurance Initiative implemented throughout the county
- Community Self Determination Workgroup started to coordinate on-going implementation of change after RWJ grant expires and work on education and training regarding consumer driven supports

Objectives	State	Blue Earth County	Dakota County	Olmsted County
1c. Increase incentives for people to remain in local communities	<ul style="list-style-type: none"> <li>-Project counties created and implemented provider education technical assistance to support consumer choice</li> <li>-Family and community outreach activities built on inclusion and use of generic community resources</li> <li>-Links developed with other groups working on increasing the availability of support persons to meet consumer needs</li> <li>-Current housing support funding streams and use of incentives for promoting consumer controlled housing evaluated to determine feasibility for developing legislation to increase flexibility and consumer choice</li> <li>-Education plan developed and implemented to promote consumer controlled housing and educate support persons on methodologies to support consumer choice</li> </ul>	<ul style="list-style-type: none"> <li>-Extensive work with providers to support consumers re: person centered planning, community issues and system changes</li> <li>-Arc family forums held</li> <li>-County specific brochure developed</li> <li>-Work to decrease public guardianship continues</li> <li>-Developed housing booklet</li> </ul>	<ul style="list-style-type: none"> <li>-Education contracting plan implemented</li> <li>-Informational brochure developed</li> <li>-Community meetings held</li> <li>-Person centered planning implemented</li> <li>-Working with Arc Suburban on housing strategies</li> <li>-Guide to Services completed and distributed to counties, libraries and metro area Arcs</li> </ul>	<ul style="list-style-type: none"> <li>-Education contracting plan implemented</li> <li>-Efforts to eliminate public guardianship continue. 25 to 35 persons to have private conservatorship in 1999. Training for conservators and guardians held.</li> <li>-Increasing capacity for generic community business and activities to support consumers</li> <li>-Service delivery model focuses on individual choice</li> <li>-New education and training contract with Arc in collaboration with Community Self Determination Workgroup</li> </ul>
"Id. Support local communities to analyze and expand capacity to meet the needs of local citizens	<ul style="list-style-type: none"> <li>-Provided technical assistance to analyze resources available and implement MR/RC waiver amendments</li> <li>-Education and community outreach methodologies that will self-sustain over time were developed</li> </ul>	<ul style="list-style-type: none"> <li>-Education contract plan prioritizes building self sufficiencies in the area of person centered planning and self advocacy</li> <li>-Parent driven planning group developing "DreamsWork", arts for people as an employment option</li> </ul>	<ul style="list-style-type: none"> <li>-Data collection and evaluation methodology in place to support analysis of met/unmet needs</li> <li>-Audits developed to identify needs for change, and to support capacity to meet those identified needs</li> <li>-Regular technical assistance sessions held for providers interested in serving small numbers of people</li> </ul>	<ul style="list-style-type: none"> <li>-Region 10 Quality Initiative implemented</li> <li>-Arc assisting to assess additional data regarding met and unmet needs</li> <li>-Individualized consultation support to providers</li> <li>-Focus groups continue</li> <li>-Community Self Determination Workgroup developed and working together to change initiatives</li> </ul>

## Objectives

1e. Increase competition among service providers and choice of service providers

## State

- Promoted development of non-traditional providers as an option for consumers
- Supported project counties to provide education to support persons on assessing the "menu"
- Consumer report guide for profiling providers developed
- Stakeholders representing provider interests were encouraged to develop strategies for transitioning from traditional to creative ways of providing service and meeting individuals' needs

## Blue Earth County

- Presentations to consumers, providers and community members
- Encouraging self determination provider incentive strategies
- Project ASSURE workgroups addressing transition issues
- Provider profile completed Fall 1998
- Transitioning from traditional case management to service coordination is on-going
- Development of vocational alternatives through Lifeworks involvement
- Developing DreamWorks as a new vocational alternative
- New vocational services in community beginning in 2000; increased choices available.
- Grassroots effort to continue expansion of vocational options continues

## Dakota County

- Presentations to consumers, providers and community members
- Building on numerous service choices available and working to increase non-traditional supports
- Collaborated with 7 county metro area counties and Arc Suburban to develop a "Guide to Services" that defines common data and is a functional resource for the entire metro area
- Encouraging large providers to consider "franchising" - providing administrative assistance to small providers

## Olmsted County

- Presentations to consumers, providers, and community members
- Individualized planning with consumers created provider competition to meet individual consumer needs
- Service coordination options developed
- Revised employment contracting process to increase consumer choice
- ICF/MR downsizing activities on-going
- Presentation to families re: "Finding the Support You Need" included advertising, interviewing, hiring supervision, monitoring and maintaining support workers outside the typical service delivery system
- Discussions with a potential new work support provider were held with the county. Awaiting feedback on needs within the community
- Quality Assurance Initiative beginning to have positive impact on how formal providers offer support, which has increased some providers' responsiveness to individual needs and receptiveness to collaboration

Goal # 2 : Improve service financing and design

Objectives	State	Blue Earth County	Dakota County	Olmsted County
2a. Provide for and support individual resource allocation and choice	<ul style="list-style-type: none"> <li>-Medicaid waiver amendments support individual budget development</li> <li>-Family support grant and consumer support grant programs provide funds directly to consumers</li> <li>-Consumer handbook "Finding the Support You Need" developed with project counties to assist consumers with hiring their own supports</li> <li>-Tracking system completed. In testing phase with dissemination planned for early summer</li> </ul>	<ul style="list-style-type: none"> <li>-Flexible budgets operational in Year 2</li> <li>-Using person centered planning to support choice</li> <li>-Developed an employer of record option</li> <li>-Developed respite care cash grant option "Family Managed Respite Care"</li> <li>-Piloting allocation methodologies - generally using dollars first then planning</li> <li>-Employer of record and respite cash grants available in Freeborn County.</li> <li>-3-4 persons receiving Consumer Support Grant</li> </ul>	<ul style="list-style-type: none"> <li>-Consumers receiving individual budgets first, then planning</li> <li>-Using historical allocation for persons receiving services</li> <li>-Developed allocation tool for new persons or to assess changing needs</li> <li>-90 consumer checkbook voucher accounts operational</li> <li>-Developed employer of record option for consumers who choose to hire supports and need assistance with employer/employee functions</li> <li>-Using person centered planning to support choice</li> <li>-Designed a tracking system for voucher accounts</li> <li>-438 families participating in account management direct cash grant program</li> <li>-Protocol for Consumer-Directed Community Supports (waivered services developed and implemented)</li> <li>-Report capacity in final stages of programming</li> <li>-31 consumers participating in the Consumer Support Grant</li> </ul>	<ul style="list-style-type: none"> <li>-5 individuals/families using checking/voucher accounts to disperse support funds</li> <li>-All 204 individuals receiving waived services are gradually transitioning to having an individual budget they control</li> <li>-Employer of record option being utilized by 14 families</li> <li>-16 families using Consumer Support Grant option (a monthly cash grant) for controlling individualized budgets.</li> <li>-Waiver management team procedures changed to facilitate greater individual choice and control of individual budget</li> <li>-Continued respite care cash grant program</li> <li>- Changed county contracting procedures for employment to encourage more individual control and less county control direction/restriction</li> <li>-Began working with waived service providers to unbundle services and individualize budgets/costs within settings serving more than one person</li> <li>-Financial allocation tool used for new recipients</li> <li>-Expanded used of person centered planning to support choice</li> <li>-Implemented an individual budget worksheet for consistent data presentation so consumers can compare information easily</li> <li>-Collaborative work for innovative supports for persons with autism</li> </ul>

Objectives	State	Blue Earth County	Dakota County	Olmsted County
2b. Support individuals and families who are controlling their own resources	<ul style="list-style-type: none"> <li>-Supporting local project sites through M/MIS systems revisions</li> <li>-Employment/labor law consultant contract to provide consultation on budget, liability and resource issues</li> <li>-Consumer handbook developed</li> <li>-County resource kit in development stage - will be available in mid-April</li> <li>-Produced and disseminated video on self determination - target audience is consumers, families, support coordinators, etc</li> <li>-Meetings planned with Region 6 on person centered planning</li> </ul>	<ul style="list-style-type: none"> <li>-Person centered planning and service coordination support available for all consumers</li> <li>-Organized a People First group in the region</li> <li>-Work with local Arc yielded consumer materials and individualized education and support for project participants</li> <li>-"It's My Life" consumer handbook completed and utilized</li> <li>-Improved version of "It's My Life" completed</li> <li>-Provider profile book completed</li> <li>-People 1" to become part of Arc after Project</li> </ul>	<ul style="list-style-type: none"> <li>-Regular communication with families regarding budget management</li> <li>-Tracking system generates consumer friendly reports to consumers</li> <li>-Consumer plan review team established to support case managers who provide individualized support to consumers</li> <li>-On-going consumer informational/training meetings held</li> <li>-Collaboration with Arc Suburban to develop a Consumer's Report</li> <li>-Organizing consumer support meetings</li> <li>-Seeking consumer direction for training and education</li> <li>-Monthly communication with families regarding budget/expenditures</li> <li>-Tracking system completed and ready for data entry</li> </ul>	<ul style="list-style-type: none"> <li>-Improved individual budget monitoring form for families and provided technical assistance on use</li> <li>-Funding grids developed to educate families and support networks about options for funding and supports available</li> <li>-Service coordinator position continues to support individuals and families and to mentor county staff</li> <li>-Ongoing contract with local Arc and People First to develop methodologies to support individuals and families</li> <li>-Informal networking gatherings held for information sharing</li> <li>-Provided <i>Finding Your Own Support</i> training for families to educate them about hiring their own support persons</li> <li>-Individual support provided by county and Employer of Record on how this option works</li> </ul>
2c. Develop and implement a rational means for resource allocation to local entities	<ul style="list-style-type: none"> <li>•System redesign workgroups assisting with resource allocation challenges</li> <li>-Support for individual county activities for piloting allocation tools</li> </ul>	<ul style="list-style-type: none"> <li>-See activities under objective 2a</li> </ul>	<ul style="list-style-type: none"> <li>-See activities under objective 2a</li> <li>-Consumer planning implemented without regard to funding source with a focus on meeting needs rather than "fitting into" service categories</li> </ul>	<ul style="list-style-type: none"> <li>-See activities under objective 2a</li> </ul>
2d. Integrate all expenditures into single budgets for flexibility and efficiency	<ul style="list-style-type: none"> <li>-Funding streams still tracked separately at the state and federal level</li> <li>-Computer software tracking tool in final development stage to track resources, provide consumer friendly reports, and meet state/federal reporting requirements</li> <li>-Tracking tool being tested</li> </ul>	<ul style="list-style-type: none"> <li>-County decision to withdraw from managed care demonstration project will require a reassessment of infrastructure for integrating expenditures into single budgets</li> </ul>	<ul style="list-style-type: none"> <li>-Individual budgets developed and communicated as dollars, not funding streams.</li> <li>-Dispersing methodologies developed so funding streams appear simple and seamless to the consumer</li> <li>-Planned tracking system reports funding streams as per state/federal requirements</li> </ul>	<ul style="list-style-type: none"> <li>-Continued work as part of managed care demonstration project</li> <li>-Developed an internal accounting method so funding streams appear seamless to the consumer</li> <li>-Developed and implemented an individual budget worksheet that focuses on support areas and not funding source</li> <li>-Formal participation in managed care demonstration ended in January 2000. Blended funding from state did not occur; however, flow of funds to the person continues to appear seamless and flexible to individuals even though at county level it may be complex</li> </ul>

## Objectives

2e. Develop methods and support transition from obsolete services

## State

-Stakeholders representing provider and consumer organizations working on transition strategies to share with their memberships

## Blue Earth County

-Project ASSURE service work group developing new/non traditional services  
-Individualized planning with consumers and families for transition

## Dakota County

-Individualized work with providers emphasizing time lines and transitions necessary to support consumer choice and control

## Olmsted County

-Developed training initiatives with all stakeholders on respecting and supporting individual choice and creative support development  
-Commitments made to continue self determination beyond RWJF grant  
-Community Self Determination Workgroup initiated to coordinate continuation of service delivery reform initiatives

2f. Develop a basic package of services for all persons with developmental disabilities

Objective discontinued-  
Emphasis on supports based on individual needs rather than limited service categories

Objective discontinued-  
Emphasis on supports based on individual needs rather than limited service categories

Objective discontinued-  
Emphasis on supports based on individual needs rather than limited service categories

Objective discontinued -  
Emphasis on supports based on individual needs rather than limited service categories

2g. Support greater innovation and benefit in work and other day programs

-Implementation of MR/RC waiver amendments support consumer directed supports and creative service delivery  
-Work and day program organizations participate in advisory groups to develop ideas for meeting consumer choice  
-Political climate shifted onus for legislative change proposals from state to counties

-Working with providers to meet individual consumer job choice changes  
-Using MR/RC waived services provisions for innovative work supports  
-Local work group developing more vocational option  
-Developing "arts as vocational options" - two workshops held fall 1999 and winter 2000 with spring 2000 art show  
-Completing needs determination and finalizing contract with new DT & H provider for community sites only - "DT & H" without walls beginning early 2000

-Training provided to direct support staff  
-Working with providers to accommodate consumer choices for a combination of formal and more relationship based support networks  
-Training for direct staff continues with move toward combination of formal providers and relationship-based networks

-Individual work with day providers to support consumer choice, schedule preferences, and work environments continued  
-Contracting revision promoted natural supports in the workplace  
-Contracting processes changed to enable people to hire supports from their employer rather than a traditional provider  
-Support has assisted some providers to develop flexible ways to work around rules to create individualized options



Goal # 3: Improve access to services

Objectives	State	Blue Earth County	Dakota County	Olmsted County
3a. Increase equity in access and resources for persons with similar needs	<ul style="list-style-type: none"> <li>-University of Minnesota evaluation - Report 1 completed</li> <li>-Medicaid waiver amendments provide access to consumer training and education from generic community resources</li> <li>-System redesign workgroup continues to work on strategies for funding flexibility and addressing access and equitability issues</li> <li>-Coordinating information sharing on allocation tool use</li> <li>-Participating in collaborative effort for regulation redesign</li> </ul>	<ul style="list-style-type: none"> <li>-Funding allocation tool being designed to allocate funds equitably. Focus is on residential supports</li> <li>-Allocation tool used on informal basis to provide additional information. Will pilot on Freeborn county in spring 2000</li> <li>-One provider agency individualizing and reworking rates to present true picture</li> </ul>	<ul style="list-style-type: none"> <li>-Evaluating use of resource allocation tool throughout the Project</li> </ul>	<ul style="list-style-type: none"> <li>-Funding allocation tool designed and being piloted</li> <li>-Using funding allocation tool to equitably distribute new waiver funds</li> </ul>
3b. Increase access to and resources for culturally appropriate services	<ul style="list-style-type: none"> <li>-Cultural Competency Checklist developed</li> </ul>	<ul style="list-style-type: none"> <li>-Implementing an education contracting plan in the areas of person centered planning, self advocacy and materials development</li> </ul>	<ul style="list-style-type: none"> <li>-Steering committee developed to address the need for culturally appropriate services and to provide recommendations for an action plan</li> <li>-Cultural Competency Checklist developed</li> <li>-Working with Arc Suburban to identify and respond to needs</li> </ul>	<ul style="list-style-type: none"> <li>-Coordination as part of state contract</li> <li>-Working with local agencies which support individuals from various cultural backgrounds</li> </ul>
3c. Provide for local experimentation for expanded eligibility	<ul style="list-style-type: none"> <li>-University of Minnesota evaluation Report 1 found that Project design and methodologies could be transferable to additional disability groups</li> </ul>	<ul style="list-style-type: none"> <li>-Continued participation in the managed care demonstration project which encompasses all disability groups is uncertain</li> </ul>	<ul style="list-style-type: none"> <li>-No change in eligibility criteria at this time</li> <li>-Planning and change to be based on analysis of evaluation outcome</li> </ul>	<ul style="list-style-type: none"> <li>Overall intake and enrollment for funded supports are coordinated across all disability service systems</li> <li>-No change in eligibility criteria at this time</li> <li>-Participation in the managed care demonstration project which encompasses all disability groups ended</li> </ul>
3d. Establish an ethical basis for access decisions	Objective discontinued	Objective discontinued	Objective discontinued	Objective discontinued

#### Goal #4: Improve quality assurance and monitoring

Objectives	State	Blue Earth County	Dakota County	Olmsted County
4a. Design locally based system of quality assurance with consumer and family input within guidelines established by federal and state governments	<ul style="list-style-type: none"> <li>-Self Determination Project quality assurance plan includes and links quality goals and outcomes from division initiative, managed care demonstration project, performance based contracting, and the local project sites</li> <li>-Self Determination Project supported Future's Initiative concept paper for legislative changes</li> <li>-CSMD quality team formed to develop and implement a plan consistent with self determination principles</li> <li>-Contracted evaluation provides additional recommendations on quality assurance</li> </ul>	<ul style="list-style-type: none"> <li>-Developing variance to consolidated standards</li> <li>-Work on local quality assurance plan on-going</li> <li>Local stakeholder group continues discussions on quality assurance</li> </ul>	<ul style="list-style-type: none"> <li>-Working jointly with University of Minnesota to design long term system evaluation</li> <li>-Developed quality evaluation protocol modeled after IEIC</li> <li>-Collected and analyzed (on-going) data on staffing patterns, staffing planned and delivered, incidents/VA: correction and improvement</li> <li>- U of M to design long term evaluation process. Focus groups include consumers, social workers, providers and county staff</li> <li>-Draft survey completed by U of M with implementation planned for late 2000</li> </ul>	<ul style="list-style-type: none"> <li>-Region 10 QA Initiative fully implemented. Process supports self det. principles. Positive change experienced by consumers (QA teams include family members, professionals and community members)</li> <li>-Persons with disabilities and their families are participating on the QA commission</li> <li>-Developing a report format that includes best practices and highlights formal and informal support providers</li> </ul>
4b Make choice and control an integral part of the definition of quality	<ul style="list-style-type: none"> <li>-Self Determination Project quality framework and action plan, education efforts, system redesign, and individually controlled budget development promote consumers defining quality and satisfaction for themselves based on choices made</li> <li>Waiver amendments include provisions for consumer education and assistance in the areas of self determination and person centered planning; mechanisms allow consumers to have more control and responsibility over supports and involvement in quality assurance</li> </ul>	<ul style="list-style-type: none"> <li>-Education and support for choice occurring at the level of individual planning</li> </ul>	<ul style="list-style-type: none"> <li>-Choice and control are part of the quality definition in the evaluation protocol. County policy assures consumer planning and purchasing supports adhere to the protocol</li> </ul>	<ul style="list-style-type: none"> <li>-Through person centered planning, consumers define quality for themselves. The QA Initiative actively involves consumers</li> <li>-Provided training regarding working as a team, with emphasis on empowering consumers</li> <li>-QA outcomes have strong emphasis on individual choice and control and use of support circle</li> </ul>
4c. Link quality assurance systems with quality improvement support services	<ul style="list-style-type: none"> <li>-Second year of consolidation standards implementation completed. Standards move from checklist licensing reviews to consumer outcome based reviews</li> <li>-Legislation governing ICF/MR reimbursement will require providers to measure consumer outcomes and achieve performance measures</li> </ul>	<ul style="list-style-type: none"> <li>-Links with PBC Project</li> <li>-Variances to consolidated standards</li> </ul>	<ul style="list-style-type: none"> <li>-Quality improvement is part of the evaluation protocol being used</li> </ul>	<ul style="list-style-type: none"> <li>-Region 10 Quality Initiative</li> </ul>

## Goal # 5: Redesign Roles

Objectives	State	Blue Earth County	Dakota County	Olmsted County
5a Renegotiate and redesign traditional roles of governmental administrative employees as necessary to achieve project goals	<ul style="list-style-type: none"> <li>- Single plan individual service plans developed and implemented in project and non project counties</li> <li>-MR/RC waiver amendments supported consumer choice for individual service plan development</li> <li>-Education emphasizing supporting consumer choice facilitated role changes</li> <li>-CSMD Division revised its mission and vision to focus on self determination as a philosophy for all division work</li> <li>-Consolidated standards legislation promotes outcome based methodologies</li> <li>-Participating in collaborative effort for regulation redesign</li> </ul>	<ul style="list-style-type: none"> <li>-Single plan individual service plan implemented for all Blue Earth County financial responsibility persons receiving services in county</li> <li>-County employees participating in training with emphasis on changing roles, building community and frameworks for accomplishment</li> <li>-Decreasing public guardianship efforts have yielded 15 persons finding other guardianship options that build relationships and are person centered</li> <li>-Developed working relationship with DHS Licensing to implement consolidated standards variances</li> </ul>	<ul style="list-style-type: none"> <li>-Intensive case manager training emphasizing facilitation and support roles</li> <li>-Consumers may choose service coordinators. The county continues to be responsible for eligibility determinations, budget development, plan approval and evaluation</li> <li>-Consumers choose and pay providers directly</li> <li>-Provider involvement consistently stresses role changes</li> </ul> <p>All county case managers use Client Driven Support processes</p>	<ul style="list-style-type: none"> <li>-Activities and mentoring are transitioning county case management to a role of relationship based service coordination</li> <li>-Social services and Project staff working with internal county departments (i.e. financial and information systems) regarding role changes</li> <li>-Single plan being used with adults receiving formal supports</li> <li>-New job description and standards developed for county case managers to emphasize individualized service coordination</li> <li>-Individuals have option to use checking accounts to pay supports directly</li> <li>-Decrease role of county as public guardian through efforts to find private conservators as appropriate for people</li> </ul>
5b Establish appropriate support system to assist local entities, consumers, families and service providers to fulfill new roles	<ul style="list-style-type: none"> <li>-Self advocacy training opportunities are provided</li> <li>-Consumer support organizations exist at local levels and/or are utilized on advisory/steering committees</li> <li>-Computerized budget tracking system in final development stage</li> <li>-Frameworks for a resource tool kit developed</li> <li>-Quality conference held -11/98</li> <li>-New worker training developed and held annually</li> <li>-Cultural Competency checklist developed</li> </ul>	<ul style="list-style-type: none"> <li>-Self advocacy training is on-going</li> <li>-People First organization continues operation</li> <li>-Facilitating direct service "round table" discussion</li> <li>-Consumer controlled housing workgroup produced additional educational information</li> <li>-Peer mentoring program developed, piloted, and discontinued due to lack of success</li> <li>-Stakeholder groups meeting to plan for continued prioritization of work and tasks</li> <li>-Leisure education program assists people to attend conferences and community activities</li> </ul>	<ul style="list-style-type: none"> <li>-Participation in consumer controlled housing workgroup</li> <li>-Consumer advisory groups established in partnership with People First and Arc Suburban</li> <li>-Monthly Steering Committee meetings will continue after project ends</li> <li>-Monthly Consumer Advisory meetings held</li> <li>-Consumers Guide to Services developed in collaboration with local Arc focus groups</li> <li>-Designing an automated voucher account tracking and reporting system to benefit both consumers and county</li> <li>-All outreach, communication and feedback continue on a monthly basis</li> <li>"Finding a Place to Call Home" booklet completed</li> <li>Participant retreat planned</li> <li>Guidelines for use of funds incorporated into Client Driven Support policy</li> </ul>	<ul style="list-style-type: none"> <li>-Local Arc hired to assist with PR</li> <li>-Public guardianship elimination initiative on-going</li> <li>-Establish on-going networking groups for consumers participating in the project</li> <li>-Participation in consumer controlled housing workgroup</li> <li>-Housing handbooks developed</li> <li>-Community Self Determination Workgroup developed to assure efforts to move system continue</li> </ul>

**Objectives**

5c. Evaluate project implementation and outcomes to refine project as needed

**State**

- Stakeholder meetings and workgroups used for evaluation on a quarterly basis
- University of Minnesota evaluation Report 1 and 2 completed
- On-going coordination with RWJF evaluation team

**Blue Earth County**

- Steering Committee and advisory groups providing direction
- Regular feedback from Project participants
- Needs survey completed

**Dakota County**

- Steering Committee and advisory groups providing direction and regular feedback

**Olmsted County**

- Feedback mechanism in place to receive information through individual/family networking groups
- Survey developed
- Steering Committee and advisory groups providing direction

## BIBLIOGRAPHY

### CONFERENCES. MEETINGS. PRESENTATIONS. WORKSHOPS

**Type:** Training

**Title:** Essential Lifestyles Planning Facilitator Training and a follow-up session

**Date:** January and **June, 1999.**

**Place:** Mankato, MN

**Presenter:** Angela Amado, U of M

**Number Attending:** 15 (initial training, 25 for follow-up)

**Content:** Training and follow-up training for ELP skills development

**Type:** Training

**Title:** Self-advocacy Training

**Date:** 1/6/99

**Place:** Mankato, MN

**Presenter:** Carol Jones

**Number Attending:** 12

**Content:** Self-advocacy training for people with disabilities.

**Type:** Training

**Title:** Building Community Connections

**Date:** 1/7/99

**Place:** Mankato, MN

**Presenter:** Betsy Gadbois and Darlene Simmons

**Number Attending:** 35

**Content:** Information on strengthening community relationships with people being supported.

**Type:** Presentation

**Title:** BE Co Social Services Task Force

**Date:** 1/12/99

**Place:** Mankato, MN

**Presenter:** Trish Reedstrom

**Number Attending:** 8

**Content:** Overview of SD principles and issues for county-wide task force.

**Type:** Forum/Presentation

**Title:** Transition Issues

**Date:** 1/25/99

**Place:** North Mankato, MN

**Presenter:** Panel presentation with representatives from schools, counties, vocational services

**Number Attending:** 10 people

**Content:** Transition services in general, but included SD information and materials as part of a planning process.

**Type:** Presentation

**Title:** Person centered planning and SD

**Date:** 1/29/99

**Place:** Willmar, MN

**Presenters:** Ron Spoelstra and Trish Reedstrom

**Content:** Region 6 area presentations for case managers and supervisors.

**Type:** Meeting

**Title:** Participant

**Date:** 2/1/99

**Place:** Rochester, MN

**Number Attending:** 10-15

**Presenter:** Polly Owens

**Content/Notes:** Informal gathering of project participants who shared stories and supported one another

**Type:** Community Gathering

**Title:** It's All About Relationships

**Date:** 2/1/99

**Place:** West St. Paul, MN

**Number Attending:** 25 people with disabilities, support staff, and others interested in community inclusion

**Presenter:** Dakota County Provider Training Network, MNASH

**Content/Notes:** Sharing stories, celebrating community, building new and cherishing old relationships

**Type:** Staff Training

**Title:** Self Determination

**Date:** 2/10/99

**Place:** Lifeworks Services, Inc., Eagan, MN

**Number Attending:** 40

**Presenter:** Karen Courtney

**Content/Notes:** An overview of Dakota County self-determination processes and challenges

**Type:** Presentation

**Title:** NE MN case managers

**Date:** 2/10/99

**Place:** Carlton County, MN

**Presenter:** Trish Reedstrom

**Number Attending:** 10 people

**Content:** Discussion on self-determination issues/case management

**Type:** Meeting/Workshop

**Title:** Self Determination - An Overview and Applicability

**Date:** 2/11/99

**Place:** Wadena, MN

**Number Attending:** 25 county supervisors and case managers

**Presenters:** Barb Roberts, State Project Coordinator; Bob Kotten, DHS RRS

**Content/Notes:** Discussion on self determination principles and applicability to individual counties and the development of county alliances

**Type:** Conference: Washington State Stakeholders "Kickoff"

**Title:** Minnesota's Self Determination Project

**Date:** 2/22-24/99

**Place:** Olympia, WA

**Number Attending:** 80 persons interested in promoting self determination in Washington

**Presenters:** Jane Wiemerslage, Project Consultant

**Content/Notes:** Discussion on self determination principles, lessons learned, and resources developed

**Type:** Presentation

**Title:** DPPD Stakeholder's Group

**Date:** 2/23/99

**Place:** Mankato, MN

**Presenter:** Trish Reedstrom

**Number Attending:** 20

**Content:** SMHI update and update involving SD activities

**Type:** Presentation

**Title:** Overview - Self Determination in Dakota County

**Date:** 3/4/99

**Place:** South St. Paul, MN

**Number Attending:** 8 county social services employees (St. Louis, Koochiching and Hubbard Counties), 2 DHS employees

**Presenter:** Karen Courtney - SD project coordinator, Milt Conrath, DD section manager, Deb Stanley, DD social worker, Lynn Melby-Peterson, service coordinator, Jason and John Beckman, project participant and father

**Content/Notes:** An overview of self determination in Dakota County

**Type:** Training

**Title:** Friends Training

**Date:** 3/9/99

**Place:** Mankato, MN

**Presenter:** Angela Amado

**Number Attending:** 25

**Content:** hands-on ideas on involving people in community organizations, activities, etc.

**Type:** Presentation

**Title:** Developmental Disabilities Services: A New Look in a Self-Determined Way

**Date:** 3/19/99

**Place:** Partners in Policy Making Training, St. Paul, MN

**Number Attending:** 80

**Presenter:** Milt Conrath

**Content/Notes:** Implications and opportunities of self-determination

**Type:** Meeting

**Title:** Putting Self-Determination into Practice

**Date:** 3/22/99

**Place:** Rochester, MN

**Number Attending:** 20

**Presenter:** Participants in the Self-Determination Project

**Content/Notes:** Participants discussed experiences in project and how their lives had changed as a result of advocating for themselves

**Type:** Presentation

**Title:** Self Determination

- **Date:** April 5 & 6, 1999

**Place:** Windom and Fairmont, MN

**Presenter:** Trish Reedstrom

**Number Attending:** 50

**Content:** Trainings on SD for SW MN sponsored by Arc and their training network. Four sessions.

**Type:** Presentation

**Title:** Freeborn Co. Arc

**Date:** 4/19/99

**Place:** Albert Lea, MN

**Presenter:** Trish Reedstrom and Mary Templin

**Number Attending:** 8 people

**Content:** Presentation on issues for People First, starting a group, advisor responsibilities

**Type:** Meeting/Workshop

**Title:** What is Self Determination: Overview and Applicability

**Date:** 4/21/99

**Place:** Region VI case managers' meeting, Litchfield, MN

**Number Attending:** 13 case managers and regional staff

**Presenter:** Barb Roberts, State Self Determination Project Coordinator

**Content/Notes:** Presentation, workshop and discussion on the principles of self determination and examples on how to use the principles in Region VI

**Type:** Presentation

**Title:** Self-determination and person centered planning

**Date:** 4/21/99

**Place:** Mankato State University, Mankato, MN

**Presenter:** Trish Reedstrom

**Number Attending:** 20

**Content:** MSU class lecture on Person Centered Planning

**Type:** Presentation

**Title:** Self Determination, the Future of the Developmental Disabilities Support System

**Date:** 4/27/99

**Place:** Arc Hennepin, Minneapolis, MN

**Number Attending:** 40 board members

**Presenter:** Milt Conrath

**Content/Notes:** System change toward self-determination

**Type:** SCOPE Conference Presentation

**Title:** I Get the Remote

**Date:** 4/30/99

**Place:** Mankato, MN

**Number Attending:** ?

**Presenter:** Trish Reedstrom, Polly Owens, Becky Flugel, Karen Courtney-local project site coordinators

**Content/Notes:** Concepts related to self determination



**Type:** Conference  
**Title:** Opening Doors

**Date:** 4/30/99

**Place:** Mankato, MN

**Presenters:** Various

**Number Attending:** 150

**Content:** SCOPE Spring Conference on SD and Self-advocacy issues with variety of speakers held for 150 people, including direct care staff, families and self-advocates.

**Type:** Presentation

**Title:** Fiscal Intermediaries and Cash/Counseling Programs

**Date:** 5/10/99

**Place:** DHS, Roseville, MN

**Number Attending:** 12 state policy staff

**Presenters:** Barb Roberts, State Self Determination Project Coordinator

**Content/Notes:** Training and orientation to state Medicaid policy staff developing a cash and counseling program. Primary topic was the use of fiscal intermediaries, and employers of record

**Type:** Training

**Title:** Customer service and relationships in service delivery

**Date:** 5/12/99 and 5/24/99

**Place:** MRCI, Mankato, MN

**Presenter:** Trish Reedstrom

**Number Attending:** 35 people.

**Content:** Training sessions on customer service vs. person centered service issues

**Type:** Annual ARRM Conference

**Title:** Minnesota's Self Determination Project - Exhibitor

**Date:** 5/12/99-5/13/99

**Place:** Bloomington, MN

**Number Attending:** 1,200 providers, consumers, advocates, county and state staff

**Presenter:** Barb Roberts, State Self Determination Project Coordinator

**Content/Notes:** Information and technical assistance booth

**Type:** Midwest Self Determination Project Conference

**Title:** Minnesota's Self Determination Project: Progress, Lessons Learned and Future

**Date:** 5/20/99-5/22/99

**Place:** Milwaukee, WI

**Number Attending:** 400 self advocates, project staff and interested persons

**Presenters:** Minnesota's Self Determination Project Coordinators and self advocates

**Content/Notes:** Panel discussions about self determination, system redesign and keeping the momentum of change going

**Type:** Presentation

**Title:** Self Determination in Dakota County

**Date:** 6/7/99

**Place:** St. Louis County, Duluth, MN

**Number Attending:** 35 social workers and supervisors from St Louis, Lake and Carleton counties, one person from legal advocacy, one DHS staff person

**Presenter:** Karen Courtney, Milt Conrath

**Content/Notes:** Principles of self determination and an overview of self determination processes in Dakota County

**Type:** Training Conference - New Workers

**Title:** Person Centered Thinking and Self Determination

**Date:** 6/7-8/99

**Place:** Arden Hills, MN

**Number Attending:** 55 new county case managers)

**Presenters:** Barb Roberts, State Project Coordinator; Ron Spoelstra, Project Consultant; DHS Staff

**Content/Notes:** Training on person centered planning approaches and self determination

**Type:** Staff Training

**Title:** Self Determination

**Date:** 6/14/99

**Place:** Lifeworks Services, Inc., Eagan, MN

**Number Attending:** 7

**Presenter:** Karen Courtney

**Content/Notes:** Overview and update on Dakota County's Self Determination Project

**Type:** Community Input Meetings

**Title:** Self Determination-How is it Working and What Can We Do Differently?

**Date:** 6/14/99-6/15/99

**Place:** Rochester, MN

**Number Attending:** 30

**Presenter:** Marcie Brost, advocate and parent from Wisconsin

**Content/Notes:** Community meetings to seek input on self determination efforts in Olmsted County and develop ideas on how to improve/carry into the future

**Type:** Presentation

**Title:** Self Determination

**Date:** 6/17/99

**Place:** Midway Training Services, St. Paul, MN

**Number Attending:** 25 board members and staff

**Presenter:** Milt Conrath

**Content/Notes:** Preparing for a Self Determined Approach to Service Delivery

**Type:** Workshop

**Title:** Person centered thinking and uses of Person Centered Planning

**Date:** 6/17/99

**Place:** DHS. Roseville, MN

**Number Attending:** 30 DHS staff

**Presenter:** Barb Roberts, State Project Coordinator; Ron Spoelstra, Project Consultant

**Content/Notes:** Training on person centered thinking, the use of person centered planning and the applicability to DHS staff work initiatives

**Type:** Training

**Title:** PATH Facilitation

**Date:** 6/22/99-6/24/99

**Place:** Rochester, MN

**Number Attending:** 13

**Presenter:** Darlene Simmons and Betsy Gadbois

**Content/Notes:** Participants were trained to facilitate the PATH person centered planning process

**Type:** Conference - MNDACA

**Title:** Minnesota's Self Determination Project: Overview and Provider Focus (3 workshops)

**Date:** 6/24/99

**Place:** Brainerd, MN

**Number Attending:** 250 Day training and habilitation providers

**Presenter:** Barb Roberts, State Self Determination Project Coordinator

**Content/Notes:** Training and information workshops for direct service providers and administrators

**Type:** Presentation

**Title:** I Get the Remote: A Conversation on Self Determination

**Date:** 6/28/99

**Place:** Lifeworks Services, Inc., Eagan, MN

**Number Attending:** 12 board members and executive staff

**Presenter:** Karen Courtney

**Content/Notes:** Shifting power and changing roles

**Type:** Meeting/Workshop: MNDACA and Minnesota Habilitation Coalition

**Title:** Minnesota's Self Determination Project - Overview

**Date:** 6/30/99

**Place:** St. Cloud, MN

**Number Attending:** 32 day program Providers

**Presenter:** Barb Roberts, State Project Coordinator

**Content/Notes:** Information presented on Minnesota's Self Determination Project and discussion on unbundling supports and development and use of individual consumer budgets

**Type:** Training

**Title:** How to Use the Employer of Record

**Date:** 7/13/99

**Place:** Rochester, MN

**Number Attending:** 10

**Presenter:** John Flanders, PossAbilities

**Content/Notes:** Families were informed how Employer of Record service functions

**Type:** Training

**Title:** Finding Your Own Supports

**Date:** 7/15/99

**Place:** Rochester, MN

**Number Attending:** 10

**Presenter:** Polly Owens

**Content/Notes:** Families received information and training on how to advertise for, hire, train, and maintain their own non-agency employees

**Type:** Meeting/Workshop

**Title:** Self Determination - Overview and Applicability

**Date:** 8/19/99

**Place:** Detroit Lakes, MN

**Number Attending:** 35 (Northwestern Minnesota county supervisors and case managers)

**Presenter:** Barb Roberts. State Project Coordinator; Milt Conrath, Dakota County Supervisor; Karen Courtney, Dakota County Project Coordinator

**Content/Notes:** Presentation and discussion on self determination, how counties can begin to use person centered approaches to support persons with disabilities

**Type:** Presentation/Training

**Title:** Responsibilities for Guardianship

**Date:** 8/10/99.

**Place:** Mankato and Albert Lea, MN

**Presenter:** Trustees and Conservatorships of Southern Minnesota

**Number Attending:** 20

**Content:** Overview of guardianship and presentation of responsibilities related to guardianship for people interested in becoming private conservators for persons who are currently under public guardianship.

**Type:** Presentation

**Title:** Overview of SD and person-centered planning processes

**Dates:** 9/8/99, 9/21/99, 1/18-00.

**Place:** Windom and New Ulm, MN

**Presenter:** Trish Reedstrom

**Number Attending:** 50 people.

**Content:** Overview of SD and person-centered planning for provider agency staff

**Type:** Presentation

**Title:** Update on Self-Determination in Olmsted County

**Date:** 9/20/99

**Place:** Rochester, MN

**Number Attending:** 12

**Presenter:** Polly Owens

**Content/Notes:** Update on progress and future of self-determination in Olmsted County

**Type:** Meeting/Workshop

**Title:** Self Determination - Overview and Applicability

**Date:** 9/21/99

**Place:** St. Paul, MN - Ramsey County

**Number Attending:** 72 county supervisors and case managers

**Presenter:** Barb Roberts, State Project Coordinator; Karen Courtney, Dakota County Project Coordinator; Milt Conrath, Dakota County Supervisor

**Content/Notes:** Presentation and discussion on self determination, how counties can begin to use person centered approaches to support persons with disabilities and development of individual budgets

**Type:** Meetings

**Title:** Community Self-Determination Workgroup

**Date:** 9/22/99, 10/13/99, 11/29/99, 12/20/99

**Place:** Rochester, MN

**Number Attending:** 10-12

**Presenter:** Polly Owens

**Content/Notes:** Review of information from June community meetings and development of plans to continue efforts of self-determination initiative into the future

**Type:** Panel

**Title:** AARM Leadership

**Date:** 9/23/99

**Place:** Deerwood, MN

**Number Attending:** 125 CEO's and key management staff of provider organizations

**Presenter:** Milt Conrath, Alex Bartolic, Hennepin County, and Tim Scott, Frasier Community Services

**Content/Notes:** Implications for providers when consumers control resources

**Type:** Meeting/Workshops

**Title:** National Self Determination Project Annual Meeting: Panel Discussion: Self determination is ..... and isn't

**Date:** 9/23-25/99

**Place:** Baltimore, MD

**Number Attending:** 80 representing Project state participants, consumers, and interested persons

**Presenter:** Barb Roberts, State Project Coordinator

**Content/Notes:** Discussion on how to present self determination as a methodology and philosophy and not a program. Presentation of lessons learned and activities in Minnesota. Comparisons of activities with Utah, New Hampshire and Oregon

**Type:** Presentation

**Title:** Self-advocacy

**Date:** 9-22-99

**Place:** Waseca, MN

**Presenter:** Trish Reedstrom

**Number Attending:** 40

**Content:** Presentation to consumers on self-advocacy at Jobs Plus, Waseca

**Type:** Training

**Title:** Facilitator Training

**Date:** 9/27/99 & 9/29/99

**Place:** Rochester, MN

**Number Attending:** 14

**Presenter:** Polly Owens

**Content/Notes:** Basic training and practice on how to facilitate person-centered planning using a variety of methods

**Type:** Presentation

**Title:** Self-determination

**Date:** 9/29/99

**Place:** Nisswa, MN

**Presenters:** Hennepin and Blue Earth County representatives

**Number Attending:** 20

**Content:** Presentation to county human service directors on SD projects in both counties.

**Type:** Conference: Arc State Convention "The Arc: Realizing Dreams - Past Present and Future"

**Title:** Minnesota's Self Determination Project and Person Centered Thinking

**Date:** 10/12/99

**Place:** Bemidji, MN

**Number Attending:** 35 parents and consumers

**Presenter:** Barb Roberts, State Project Coordinator: Arnie Gruetzmacher, Estate Planner

**Content/Notes:** Discussion on self determination and using person centered planning for long range planning for supports

**Type:** Meeting/Workshop

**Title:** Minnesota's Self Determination Project: Getting started and lesson learned

**Date:** 10/13/99

**Place:** St. Paul, MN - Ramsey County

**Number Attending:** 25 Ramsey County Self Determination Advisory Committee members

**Presenter:** Barb Roberts, State Project Coordinator

**Content/Notes:** Workshop and discussion on applying self determination principles and methodologies to Ramsey County operations

**Type:** Training

**Title:** Finding your Own Supports

- **Date:** 10/17/99

**Place:** Rochester, MN

**Number Attending:** 10

**Presenter:** Polly Owens

**Content/Notes:** Families were provided with information and training on how to advertise for, hire, train, and maintain their own non-agency employees

**Type:** Presentation

**Title:** Self Determination

**Date:** 10/19/99

**Place:** Midwest Special Services Annual Meeting, St. Paul, MN

**Number Attending:** 50+ board members, consumers, management, and staff

**Presenter:** Karen Courtney

**Content/Notes:** Overview of self determination, implications for providers

**Type:** Conference Exhibitor

**Title:** Minnesota's Self Determination Project

**Date:** 10/23/99

**Place:** Bloomington, MN

**Number Attending:** 400+ self advocates and family members

**Presenter:** Karen Courtney

**Content/Notes:** Basic information about a self determined approach to support, some of the resources available, including "Finding the Support You Need," and the "Metro Area Guide to Services."

**Type:** Panel

**Title:** Consumer Directed Supports: Discussion and Strategies for Change

**Date:** 10/28/99

**Place:** Rice County, Faribault, MN

**Number Attending:** 20 county staff from Rice, Steele, Mower, and Dodge counties

**Presenter:** Karen Courtney, Milt Conrath, Ron Spoelstra

**Content/Notes:** Implementing consumer directed community support

**Type:** Meeting/Workshop

**Title:** Minnesota's Self Determination Project: Getting started, lessons learned and technical assistance

**Date:** 10/28/99

**Place:** Rice County Social Services, Faribault, MN

**Number Attending:** 10 county social service staff

**Presenter:** Barb Roberts, Project Coordinator Milt Conrath, Dakota County Supervisor; Karen Courtney, Dakota County Project Coordinator; Larry Riess, DHS RRS Kathy Kelly, DHS MR/RC Waiver Manager; Ron Spoelstra, Self Determination Project Consultant

**Content/Notes:** Project design, activities, lessons learned and discussion regarding individual scenarios and applicability to county operations

**Type:** Presentation

**Title:** Olmsted County's Single Plan ISP

**Date:** 11/2/99

**Place:** Winona, MN

**Number Attending:** 12

**Presenter:** Polly Owens

**Content/Notes:** Basic information and processes involved in the development and use of a single plan document for the ISP currently used with adults in Olmsted County

**Type:** Meeting/Workshop

**Title:** Self Determination and MOU Development

**Date:** 11/3/99

**Place:** State Supervisor's Meeting, St. Cloud, MN

**Number Attending:** 12 (consumers)

**Presenters:** Hennepin County, DHS Staff

**Content/Notes:** Information and discussion on the development of MOUs to utilize consumer directed community support services funded by the MR/RC Waiver

**Type:** Community Gathering

**Title:** Building Strong Communities

**Date:** 11/4/99

**Place:** West St. Paul, MN

**Number Attending:** 50 self advocates, family members, and professionals

**Presenter:** Dakota County Provider Training Network and MNASH

**Content/Notes:** Building strong communities, what all of us bring and contribute

**Type:** Meeting

**Title:** Developing Consumer Directed Meetings

**Date:** 11/9/99

**Place:** Cambridge, MN

**Number Attending:** 6 professional staff from the Minnesota Extended Treatment Options Program

**Presenter:** Barb Roberts, State Project Coordinator; Ron Spoelstra, Self Determination Project Consultant

**Content/Notes:** Discussion and question and answer session regarding person centered thinking and the development of consumer directed team meetings in the METO programs

**Type:** Technical Assistance Discussion

**Title:** Using an Employer of Record; Changing Social Worker Roles

**Date:** 11/30/99

**Place:** Rice County, Faribault, MN

**Number Attending:** 14 social workers and supervisors from Rice, Steele, and Mower counties

**Presenter:** Milt Conrath, Karen Courtney, and Deb Stanley, Dakota County social worker

**Content/Notes:** Implementing an employer of record option; how the role of the social worker changes

**Type:** Presentation

**Title:** Self Determination Progress and Challenges

**Date:** 12/1/99

**Place:** Governor's Council on Developmental Disabilities Public Policy Committee, St. Paul, MN

**Number Attending:** 10 committee members representing consumers, advocates, providers, and state agencies

**Presenter:** Milt Conrath and Karen Courtney

**Content/Notes:** Changes accomplished and changes needed to fully implement consumer directed supports across all funding streams in Minnesota

**Type:** Staff Training

**Title:** Dakota County Client Driven Support

**Date:** 12/1/99

**Place:** Dakota County Social Services, Developmental Disabilities Section, West St. Paul, MN

**Number Attending:** 35 Dakota County social workers, case aides, and support staff

**Presenter:** Karen Courtney and DD Section Supervisors Susan Hanson, Mike Seiwert, and Greg Kruse

**Content/Notes:** Moving from the Self Determination Project to the "Client Driven Support" option as a regular part of department process Training on the Participation Agreement, Policy, Personal Support Plan, and Expenditure Plan guidelines and development

**Type:** Technical Assistance Discussion

**Title:** Implementing Consumer Directed Support

**Date:** 12/22/99

**Place:** Brainerd, MN

**Number Attending:** 10 social workers and supervisors

**Presenter:** Karen Courtney and Milt Conrath

**Content/Notes:** Nuts and bolts of implementing consumer directed support, including using checking accounts

**Type:** Presentation

**Title:** Self-Determination

**Date:** 1/26/00

**Place:** Rochester, MN

**Number Attending:** 8

**Presenter:** Polly Owens, Becky Fluegel, Jeff Boell, Lori Hengel

**Content/Notes:** Project staff with project participants and family presented basic information on self determination, person-centered planning, individualized budgets, and funding to family members.

### **PUBLICATIONS. NEWSLETTER ARTICLES**

Bast, Janet, and Smith, John. (1999). Minnesota Self Determination Project: Formative Evaluation. University of Minnesota Institute on Community Integration.

CSG: A perfect fit. (1999, Fall). CSG News.

Courtney, Karen. Self determination. (1999. May). Arc Light.

Courtney, Karen. Various articles. (1999, July-August.) Arc Light.

Making a difference: Transitioning to independence (1999) Mankato Area Community Transition Interagency Committee Newsletter.

Project Update. (January, 1999). Southern Minnesota Health Initiative Newsletter.

Project Update. (April, 1999). Southern Minnesota Health Initiative Newsletter.

Project Update. (July 1999). Southern Minnesota Health Initiative Newsletter.

Reedstrom, Trish. (1999). Finding a place to call home Blue Earth County Human Services. Blue Earth County Human Services Project

Reedstrom, Trish. (1999). Fact Sheet #1 Your case manager Blue Earth County Human Services Project.

Reedstrom, Trish. (1999). Fact Sheet #2 Your team Blue Earth County Human Services Project.

Reedstrom, Trish. (1999). Fact Sheet #3 Person Centered Planning. Blue Earth County Human Services Project.

Reedstrom, Trish. (1999). Create your own future: The concept of self determination. Special Editions: Parent Advisory Council for Special Education Parent Advisory Council, North Mankato, MN.

Spaelstra, Ron. (1999). Person Centered Thinking: Supporting Cultural Competency. Minnesota Department of Human Services.



WEB PAGE

[www.dhs.state.mn.us.healthcare/cc/selfdet.htm](http://www.dhs.state.mn.us.healthcare/cc/selfdet.htm)

VIDEO

Person Centered Thinking: Supporting Self Determination. (1999). Minnesota Department of Human Services Community Supports for Minnesotans with Disabilities and Minnesota's Self Determination Project.